

UNITED STATES DEPARTMENT OF AGRICULTURE  
RURAL DEVELOPMENT  
BISMARCK, ND 58502

August 18, 2006

**SUBJECT:** Specifications for 504 Loan and Grant Repairs

**TO:** All Rural Development Field Offices in North Dakota

**PURPOSE/INTENDED OUTCOME:**

The purpose of this North Dakota Administrative Notice (AN) is to provide guidance in developing detailed and comprehensive repair specifications that are clear, understandable, and will assist the applicant in obtaining adequate cost estimates.

In order to accomplish this, a Repair Specification Worksheet has been developed which is to become part of each borrower's case file.

**COMPARISON WITH PREVIOUS AN:**

This AN replaces ND AN No. 1442 (1924-A) which has expired.

**IMPLEMENTATION/RESPONSIBILITIES:**

Planning construction repairs and obtaining technical services in connection with the work to be done is the sole responsibility of the applicant. However, it is also the responsibility of the Area Director, Assistant Area Director or Rural Development Manager to provide assistance as necessary to assure the repair work is properly planned in order to protect Rural Development's security.

It is very difficult to obtain acceptable specifications for repair work in many rural areas. Repair specifications are generally not well understood by the average Section 504 applicant, and often are not given sufficient attention by the contractor.

**EXPIRATION DATE:**  
August 31, 2007

**FILING INSTRUCTIONS:**  
Following RD Instruction 1924-A

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Adequate repair specifications are essential to ensure that a complete understanding will be reached between the applicant, contractor and the agency regarding the repair work to be accomplished. Adequate repair specifications will assist greatly in achieving a suitable, sound development and will also assist the borrower in obtaining competitive cost estimates.

In order to assist the applicant to obtain adequate specifications, the attached Repair Specification Worksheet of the most common repair items experienced, has been developed. It follows a language that will assist the applicant, contractor and the agency in having a clear understanding of the work to be performed and the quality of workmanship expected.

Space has been provided for adding specifications for repairs not already included. The language of any additional specifications must follow the language established. All additional specifications must be sufficiently descriptive and completed to avoid any misunderstanding as to extent, kind, and quality of the repair work to be performed.

The attached Repair Specification Worksheet will be provided and used by all applicants obtaining a Section 504 loan or grant. The use of the Repair Specification Worksheet is required and must become a permanent part of the borrower's case file.

The applicant selects the contractor. All repair work must be performed by a person, firm or organization qualified to provide the service. Experienced and reliable contractors are required.

All repair work is to be planned to conform to good construction practices and conform to applicable laws, ordinances, codes and regulations.

Development work must start as soon as feasible after the loan is closed.

The borrower is responsible for making inspections necessary to protect their own interest. Inspections made by the agency are not to assure the borrower that the repairs are completed in accordance with the specifications. Agency inspections are for the dual purpose to determine that the agency has adequate security for the loan and is achieving the statutory goal of providing adequate housing.

/s/ Clare A. Carlson

CLARE A. CARLSON  
State Director

Attachment

## REPAIR SPECIFICATION WORKSHEET

Property Owner \_\_\_\_\_ Telephone \_\_\_\_\_  
Property Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Contractor \_\_\_\_\_ Telephone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

### **Instructions**

All items not applicable to the performance of this repair specification are to be crossed out, or lined out. Specifications are to be modified to conform to the repair situation. Additional specifications added must follow the level of detailed language and format established in these specifications.

### **General Conditions**

The contractor and subcontractors must possess all appropriate current licenses, permits, certificates and be in good standing to conduct business and perform work in the state of North Dakota. For any items on the specification which are affected by Rural Development lead-based paint requirements, the contractor must also possess a Notice of Completion indicating they are trained in lead-safe work practices.

All work performed is to be accomplished in accordance with all applicable codes, regulations and standards.

The contractor is responsible to obtain all permits, certifications and inspections as required by the nature of the repairs.

The contractor is responsible to provide all materials to fulfill the requirements of the repairs. All products must be new and installed in accordance with the manufacturer's recommendations.

The contractor is responsible to provide and assure that all the labor is performed by a qualified trade person in accordance with accepted industry standards.

All work must be completed in a reasonable amount of time as agreed upon by the applicant and contractor with concurrence by Rural Development

The contractor must consult the homeowner and obtain concurrence in the selection of products and materials. All work must be coordinated with the homeowner.

The contractor is to remove and dispose of all trash and debris that is a result of the repair work. The site is to be in a reasonably clean condition at the time of final acceptance of the work.

All of material and equipment specified are to equal or exceed those described or indicated in these specifications.

The contractor shall provide a warranty, which will apply to all workmanship, materials and equipment for one year from the date of completion of the repair work.

**Insulation**

Install blown attic insulation of CertainTeed Insul-Safe III or Johns Manville brand quality or equal to achieve a minimum R-value of 38. Insulation is to be evenly installed or redistributed to prevent interior frost spots from developing. Install barriers around heat sources as required. Install or extend attic eave chutes of Perma-Vent type brand quality or equal to provide adequate soffit to attic air ventilation. Install screened soffit and roof vents to allow adequate airflow to meet code requirements. Install a rigid barrier around the horizontal attic access panel to prevent insulation from falling out when the panel is opened. On the horizontal attic access panel attach closed-cell, rigid, extruded polystyrene foam insulation of Styrofoam or Owens Corning Foamular brand quality or equal to achieve a minimum R-value of 38. The polystyrene foam insulation must be face printed to identify the product. In a conspicuous attic location near the access panel, the contractor is to post a dated, signed certificate indicating the type and R-value of the attic insulation.

Insulation brand proposed: \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ vertical inches of attic insulation.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ vertical inches of attic insulation.

Install R-19 unfaced fiberglass insulation of Owens Corning or Johns Manville brand quality or equal in all accessible floor rim joist areas.

Insulation brand proposed: \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of area.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of area.

Install a 2x4 inch wood frame 24-inch on center stud wall around the interior \_\_\_\_\_ foundation wall(s). Install electrical circuits to meet code requirements. Install a minimum of R-11 unfaced fiberglass insulation batts of Owens Corning or Johns Manville brand quality or equal. Cover the wall(s) with 4-mil polyethylene. Install ½ inch gypsum wallboard on the stud wall(s) and apply perfa-tape with a minimum of two coats of joint compound to all the wallboard seams to achieve a flat and smooth finished surface.

Insulation brand proposed: \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

On the top 4 feet of the interior \_\_\_\_\_ foundation wall(s) install closed-cell, rigid, extruded polystyrene foam insulation of Styrofoam or Owens Corning Foamular brand quality or equal to achieve a minimum R-value of 10. The polystyrene foam insulation must contain face printing to identify the product. Install ½ inch gypsum wallboard on all exposed polystyrene foam insulation surfaces. Apply perfa-tape and a minimum of two coats of joint compound to all the wallboard seams to achieve a flat and smooth finished surface. All glues or mastics used to attach the materials must be compatible with the products used.

Insulation brand proposed \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

On the top 4 feet of the exterior \_\_\_\_\_ foundation wall(s) install closed-cell, rigid, extruded polystyrene foam insulation of Styrofoam or Owens Corning Formular brand quality or equal to achieve a minimum R-value of 10. The polystyrene foam insulation must contain face printing to identify the product and be acceptable for soil contact applications. Install ½ inch foundation grade treated plywood on all exposed polystyrene foam insulation surfaces. Install a metal drip edge where the polystyrene foam insulation and siding join to prevent penetration of moisture. All glues and mastics used to attach the materials must be compatible with the products used.

Insulation brand proposed \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of wall.

**Roof System**

Remove all existing roof shingles, felt underlayment, roof vents, flashing and boots around pipe penetrations on the \_\_\_\_\_. Repair the roof sheathing as needed. Install new pre-finished aluminum drip edge on all rakes and gutter apron on all eaves. Install new metal roof vents, flashing and pipe penetration boots. Install new 15 pound felt underlayment and asphalt starter strip. Install new double coverage 250 pound minimum interlocking or 3-tab Class A asphalt shingles with a 25-year warranty of average quality Owens Corning or CertainTeed brand or equal. Install an asphalt Boston style ridge cap. Install the shingles as recommended by the manufacturer's application instructions. Color, pattern and texture are to be coordinated to match the exterior color scheme of the house.

Shingle style and brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of roof shingles.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of roof shingles.

Remove the existing roof covering and sheathing on the \_\_\_\_\_. Install new 1/2 inch thick 4x8 foot sheets of Oriented Strand Board (OSB) that are face stamped with the appropriate span rating and grade stamps. Attach the OSB to the rafters as recommended by the manufacturer's application instructions.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of sheathing.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of sheathing.

Install new factory pre-finished aluminum roof drip edge, gutter apron, fascia, and vented soffit panels system on the rakes and eave with a minimum thickness of .032 gauge. All materials are to be of average quality EDCO or Rollex brand or equal. Color of the product is to be coordinated to match the exterior scheme of the house.

System brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of soffit system.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of soffit system.

Remove all existing gutters and downspouts on the \_\_\_\_\_. Install new factory pre-finished aluminum gutters and downspouts with a minimum thickness of .032 gauge. All materials are to be of average quality EDCO or Rollex brand or equal. A seamless gutter system manufactured by a nationally recognized manufacturer is also acceptable. Install 30-inch long hinged diverters at the base of each downspout that can be swung out of the way for ease of lawn maintenance. Color of the product is to be coordinated to match the exterior scheme of the house.

Gutter brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of gutters and downspouts.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of gutters and downspouts.

**Windows**

Replace the window(s) in the \_\_\_\_\_ with new vinyl clad wood framed or vinyl framed double hung and/or casement type replacement units of the same dimensions to fit the existing window rough openings. The window glazing is to have a u-value of .47 (glass only) or better. All window sashes are to be operable and be screened. The window frames and sashes are to be color coordinated to match the exterior color scheme of the house. The window(s) are to be of average quality Anderson or Crestline brand or equal. Install new interior window casing to match the design of the existing casing. Finish the interior of the window frame, sash and casing as needed to match the existing woodwork.

Window brand and type proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ number of windows.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ number of windows.

Install new custom manufactured replacement window(s) in the \_\_\_\_\_ of average quality Crestline or Wenco brand or equal to fit the existing sash openings. **Repair** the existing window frame(s) as needed. Install new vinyl framed or vinyl-clad wood framed window sash systems. The window glazing is to have a U-value of .47 (glass only) or better. All window sashes are to be operable and screened. Window systems are to be color coordinated to match the color scheme of the house.

Window brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ window(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ window(s).

Replace the damaged glazing in the \_\_\_\_\_ window(s).

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ window(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ window(s).

Replace the damaged screen in the \_\_\_\_\_ window(s).

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ screen(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ screen(s).

Install new custom manufactured pre-finished aluminum framed combination storm/screen units on the \_\_\_\_\_ window(s). Combination units are to be of average quality Larson brand or equal. The units are to be color coordinated to match the color scheme of the house.

Window brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ combination units.  
Labor : \$ \_\_\_\_\_ for \_\_\_\_\_ combination units.

### **Siding**

Remove the siding on the \_\_\_\_\_ wall(s). Install a 1-inch thick layer of closed-cell, rigid, extruded polystyrene foam insulation of Styrofoam or Foamular brand quality or equal. Apply an air infiltration barrier of Tyvek or Typar brand quality or equal. Install new hardboard siding of average quality Masonite or ABTCO brand or equal. The siding is to be factory primed. Siding is to be finished to match the color scheme of the house. Attach the siding according to the manufacturer's application instructions. Window and door openings are to be furred out, finished and caulked as needed.

Insulation, barrier, and siding brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of insulation, infiltration barrier and siding.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of insulation, infiltration barrier and siding.

Install new siding on the \_\_\_\_\_ wall(s). Over the existing siding install a 3/8-inch thick layer of closed-cell, rigid, extruded polystyrene insulation of Owens Corning FanFold brand quality or equal. Apply an air infiltration barrier of Tyvek or Typar brand quality or equal. Install new vinyl siding that is a minimum of 44-mil thickness of average quality Royal or ABTCO brand or equal. Install the products according to the manufacturer's application instructions. Siding color is to be coordinated to match the color scheme of the house.

Insulation, barrier, and siding brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of insulation, infiltration barrier and siding.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of insulation, infiltration barrier and siding.

### **Painting**

Paint the \_\_\_\_\_ interior surfaces in the \_\_\_\_\_. As needed, repair, texture and prime all damaged areas to match the existing surrounding surfaces. Apply a minimum of one coat of latex paint of average quality Glidden or Dutch Boy brand or equal. Paint is to have a minimum 10-year product durability warranty. Application is to conform to the manufacturer's recommendation.

Paint brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of surface.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of surface.

Paint the \_\_\_\_\_ exterior surfaces of the \_\_\_\_\_. As needed repair and prime any damaged areas to match the existing surrounding surfaces. Apply a minimum of one coat of latex paint of average quality Glidden or Dutch Boy brand or equal. Paint is to have a minimum 10-year durability warranty. Application is to conform to the manufacturer's recommendation.

Paint brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of surface.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of surface.

### **Doors**

Install new \_\_\_\_\_ exterior entrance door(s) with a insulated rigid core, metal clad, flush pre-hung entrance door system of average quality Peachtree or Stanley brand or equal of the same dimension to fit the existing rough opening. Door(s) are to be factory primed and finish to match the color scheme of the house. Reinstall the lock-set(s).

Door brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ entrance door(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ entrance door(s).

Install new weather seals/stripping on all contact edges of the \_\_\_\_\_ entrance door(s) with material that will conform to the door manufacturer's specifications. This includes the bottom sweep and threshold.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ entrance door(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ entrance door(s).

Install a new insulated, self-storing, combination storm and screen door on the \_\_\_\_\_ entrance door(s). This includes the closure and check chain. The door(s) is to be of average quality Larson or Chamberlin brand or equal. Color is to be coordinated to match the exterior color scheme of the house.

Door brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ combination door(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ combination door(s).

Install new interior door(s) in the \_\_\_\_\_. This includes the jambs, stops, and casing as needed. Material and finish is to match the existing woodwork. Re-install the lockset(s).

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ interior door(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ interior door(s).

Install new locksets on the \_\_\_\_\_ entrance door(s) using average quality Schlage or Yale brand or equal. All locksets are to be keyed alike. Finish and style is to match the color and design of the doors.

Lockset brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lockset(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lockset(s).

Install new lockset(s) on the \_\_\_\_\_ interior door(s) using average quality Schlage or Yale brand or equal. Finish and style is to match the existing interior locksets.

Lockset brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lockset(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lockset(s).

**Cabinets**

Replace the \_\_\_\_\_ wall and base cabinets with new pre-finished, oak fronted, certified cabinets of average quality Medallion or Schrock brand or equal. Install laminate covered post-formed countertops with backsplash of Wilsonart brand quality or equal. Install in accordance with the Manufacturer's recommendations. Finish on the cabinets and the color, texture and pattern of the countertop is to match the color scheme of the house.

Cabinet and countertop brand proposed: \_\_\_\_\_

Attach cabinet details and plan to this specification.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of cabinets and countertop.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ linear feet of cabinets and countertop.

**Plumbing System**

Remove the existing water heater and install a new 40-gallon minimum capacity, energy efficient, rapid recovery water heater with a 10-year minimum tank warranty of average quality State or Rheem brand or equal. Installation is to include a pressure and temperature relief valve with a discharge pipe to within 12 inches of the floor. Installation is to include all electrical, piping, fittings and materials necessary for a complete hookup.

Water heater brand proposed: \_\_\_\_\_

Material: \$ \_\_\_\_\_ Removal and installation of new water heater.

Labor: \$ \_\_\_\_\_ Removal and installation of new water heater.

Replace the \_\_\_\_\_ faucet(s). Install a new chrome finish, single handle, washerless control faucet of average quality Delta or Moen brand or equal. Installation is to include all fittings and materials for a complete hook-up.

Faucet brand proposed: \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ faucet(s).

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ faucet(s).

Replace the vanity base, countertop, sink, faucet and drain assembly. Install a new pre-finished oak fronted certified base cabinet of average quality Medallion or Schrock brand or equal. Install a new laminate covered post-formed counter top with backsplash of Wilsonart brand quality or equal. Install a vitreous china sink of average quality Moen or Crane brand or equal. Install a new chrome finish, single handled washerless faucet with pop-up drain of average quality Delta or Moen brand or equal. Installation is to include all fittings and materials for a complete hook-up. The finish of the vanity base, countertop, sink is to match the color scheme of the room

Brand proposed for vanity base, countertop, sink and faucet \_\_\_\_\_.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ complete vanity(s).

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ complete vanity(s).

Install a new vitreous china water savings design water closet, complete with seat, of average quality American Standard or Crane brand or equal. The color and design are to be coordinated to match the scheme of the room. Installation is to include all fittings and materials for a complete installation.

Water closet brand proposed \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ water closet(s).

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ water closet(s).

Repair or replace all corroded and leaking interior water, waste lines and fittings as needed.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ plumbing lines and fittings.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ plumbing lines and fittings.

Install a 4-inch diameter, slotted, corrugated plastic drainage tubing system around the exterior house footing of Drainage Industries brand quality or equal. The drainage tubing is to discharge into a 24-inch diameter by 28-inch deep plastic dry well with lid of Flo-Well brand quality or equal that is to be installed in an appropriate basement floor location. Installation is to include all fittings, materials and be installed in accordance with the manufacturer's recommendations.

System brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of drain tubing and dry well.  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ lineal feet of drain tubing and dry well.

Install a 24-inch diameter by 28-inch deep plastic dry well with lid of Flo-Well brand quality or equal in an appropriate basement floor location. Installation is to include all fittings, materials and be installed in accordance with the manufacturer's recommendations.

Dry well brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ dry well(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ dry well(s).

Install a ½ horsepower, submersible sump pump with a tethered automatic float switch in the basement floor dry well. The pump is to have a 1-½ inch discharge outlet and be of average quality Campbell Hausfeld or Flotec brand or equal. Pump is to have a 2-year minimum warranty. Install a 1-½ inch corrugated discharge hose with check valve that will terminate to the outside and be a minimum of 20 feet away from the foundation. Installation is to include all electrical, piping, fittings and materials and be installed in accordance with the manufacturer's recommendations.

Pump brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ sump pump(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ sump pump(s).

Install a grab bar(s) around the \_\_\_\_\_ that conforms to handicapped accessibility requirements. Grab bar(s) must be securely anchored.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ grab bar(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ grab bar(s).

### **Electrical System**

Remove the existing electrical entrance service panel and install a new minimum 100-ampere main breaker panel loadcenter with branch circuit breakers manufactured by SQUARE D or Cutler-Hammer brand quality or equal. All circuits are to be properly sized and labeled. The loadcenter is to contain adequate space for addition of at least 6 future branch circuits.

Loadcenter brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ Install new electrical entrance load center.  
Labor: \$ \_\_\_\_\_ Install new electrical entrance load center.

Install new ground fault circuit interrupter (GFCI) receptacles in the kitchen, bathroom, basement, garage and exterior areas as needed of Leviton or Pass & Seymour brand quality or equal to conform to the current electrical codes.

GFCI brand proposed \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ GFCI receptacle(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ GFCI receptacle(s).

Install a new 48-inch, 4 bulb fluorescent light fixture, complete with tubes, in the kitchen. The fixture is to be of average quality Diamond F or American Fluorescent brand or equal.

Fixture brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ light fixture(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ light fixture(s).

Install new incandescent light fixture(s), complete with bulbs, in the \_\_\_\_\_ room(s). All light fixtures are to be of average quality Diamond F or Thomas brand or equal.

Fixture brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ light fixture(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ light fixture(s).

Install a new 180-CFM range hood with a 2 speed fan, 60-watt switched work light, grease filter and damper of average quality Nautilus or Nutone brand or equal. The fan is to be vented directly to the outside through an insulated duct. The range hood is to be color coordinated to match the color scheme of the kitchen.

Range hood brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for range hood.  
Labor: \$ \_\_\_\_\_ for range hood.

Install a new exhaust fan(s) in the \_\_\_\_\_ which is sized to meet the room requirements (50 CFM minimum), complete with damper, filter and grill of average quality Nautilus or Nutone brand or equal. The fan is to be wall switch controlled and vented directly to the outside through an insulated duct.

Fan brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ exhaust fan(s)  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ exhaust fan(s)

Install a smoke & fire detector in each bedroom, main floor hallway and basement of average quality First Alert or Kidde brand or equal. At least one of the units is to be a combination smoke/fire/carbon monoxide detector. The detectors are to be operated from a 110-volt circuit in the dwelling's electrical system and have a built-in battery back up. If connection to the electrical system is not physically or economically feasible, install battery operated units.

Detector brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ battery or \_\_\_\_\_ electrical smoke detector(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ battery or \_\_\_\_\_ electrical smoke detector(s).

### **Heating System**

Remove the existing furnace and install a new forced-air Lennox or Heil brand quality or equal. The furnace is to be a minimum of 80 percent energy efficient and be thermostatically controlled. The furnace system is to be sized to meet or exceed the calculated energy requirements of the dwelling. Installation is to conform to the manufacturer's recommendations and include all connections and materials needed for a complete installation.

Furnace brand and BTU proposed \_\_\_\_\_.  
Material: \$ \_\_\_\_\_ for a new furnace and installation.  
Labor: \$ \_\_\_\_\_ for a new furnace and installation.

Install new baseboard electric heating unit(s) in the \_\_\_\_\_ room(s) of Berko brand quality or equal. Heating units are to be properly sized to meet the heating requirements of each space. All units are to be thermostatically controlled.

Baseboard electric unit brand proposed: \_\_\_\_\_  
Material: \$ \_\_\_\_\_ for \_\_\_\_\_ baseboard electric unit(s).  
Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ baseboard electric unit(s).

### **Floor Covering**

Remove the floor covering in the \_\_\_\_\_. Repair the underlayment as needed. Install a new medium density pad. Install new stretch-in carpet of average quality Mohawk or Shaw Industries brand or equal. Carpet is to meet HUD's Use of Materials Bulletin No. 44 D and back printed with code letters ETL, ADL, or MEA and numbers which indicate it has been tested by a HUD accepted testing laboratory. Install the carpet and pad according

to the manufacturer's recommendations. Color, pattern and texture are to be coordinated to match the decorative scheme of the dwelling.

Carpet brand proposed \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of pad and carpet.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of pad and carpet.

Remove the hard surface floor covering in the \_\_\_\_\_. Repair or install underlayment as needed to meet the new floor covering manufacturer's warranty requirements. Install new no-wax sheet vinyl that has a minimum thickness of .070 gauge of average quality Congoleum or Armstrong brand or equal. Install the sheet vinyl according to the manufacturer's recommendations. Color and pattern are to be coordinated to match the decorative scheme of the dwelling.

Vinyl brand proposed \_\_\_\_\_

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of material.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of material.

### **Step and Ramps**

Replace the \_\_\_\_\_ entrance step(s) and grip-able railing system. The step and railing is to be constructed of treated wood or a decay resistant material.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ step(s).

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ step(s).

Install a ramp to the \_\_\_\_\_ entrance door that conforms to handicapped accessibility requirements. The ramp will be a minimum of 36 inches wide and have a maximum slope of no greater than 10 percent with a grip-able handrail. Any platforms are to have a minimum turning radius of 5 feet. Construction is to be of a decay resistant wood material. The ramp is to be covered with an appropriate non-slip surface.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ feet of linear ramp.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ feet of linear ramp.

Replace the \_\_\_\_\_ entrance deck, step and railing system. The system is to be constructed of treated wood or a decay resistant material.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of deck entrance system.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square feet of deck entrance system.

### **Landscaping**

Fill with black dirt all areas around the foundation and in the yard to assure provide positive drainage away from the house and prevent any standing water. Plant disturbed areas with a grass seed variety that has a proven local capability of satisfactorily supporting permanent lawn growth. Install or raise window wells as needed.

Material: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of surface area.

Labor: \$ \_\_\_\_\_ for \_\_\_\_\_ square yards of surface area.

### **Lead Based Paint**

Inspection: \$ \_\_\_\_\_

Assessment: \$ \_\_\_\_\_

Clearance Test: \$ \_\_\_\_\_

### **Additional Specifications**

Total Material: \_\_\_\_\_

Total Labor: \_\_\_\_\_

Total Bid Amount: \_\_\_\_\_

Effective until: \_\_\_\_\_

Contractor Signature: \_\_\_\_\_

Date: \_\_\_\_\_